

# CITY OF SAN BRUNO



567 El Camino Real  
San Bruno, CA 94066  
Voice: (650) 616-7055  
Fax: (650) 742-6515  
<http://www.sanbruno.ca.gov/>

## STAFF

*Tami Yuki, Human Resources Director*  
*Jenny Yi, Management Analyst*  
*Marie Fir, Secretary*

## PERSONNEL BOARD

Dave Thomas, Chair  
Ed Fuentes, Vice Chair  
Anna Marie Jones  
Leslie Cullinane  
Ed Comerford

## HUMAN RESOURCES DEPARTMENT

## PERSONNEL BOARD

### AGENDA

Monday, April 21, 2008  
Conference Room 113 City Hall  
5:30 p.m.

		Action
<b>CALL TO ORDER</b>		
<b>ROLL CALL</b>		
1.	<b>APPROVAL OF MINUTES</b> Approval of the Minutes	None
2.	<b>COMMUNICATIONS</b>	Receive correspondence
3.	<b>PUBLIC COMMENTS</b> Members of the public may speak on any issue that is within the purview of the Personnel Board. <b>Note:</b> It is the City's policy to refer matters raised in this forum to staff for investigation and/or action where appropriate. Brown Act prohibits the Personnel Board from discussing or acting upon any matter not agendized pursuant to State Law.	
4.	<b>INFORMATION ITEMS</b>	
	<b>A) Staff Update</b>	<b>No action –</b> Information only
	<b>B) Personnel Board Goals Update</b>	
	<b>C) Pending Recruitment Activities</b> Review of current recruitments 1. Police Officer Pre-Trained Lateral (Continuous) 2. Public Safety Dispatcher I (Lateral) (Continuous)	<b>No action –</b> Information only
	<b>D.) Other Areas of Board's Concern</b>	<b>No action –</b> Information only
5.	<b>OLD BUSINESS</b>	

<b>6. NEW BUSINESS</b>	<b>1. Job Descriptions</b> a) Administrative Services Director b) Public Services Director c) Community Services Director  <b>2. Extension of Eligibility List</b> Tenzin Gyaltzen requested to extend the eligibility list for an additional six months for the following positions:  a) Lead CATV Customer Service & Tech. Support Rep. b) Warehouse Clerk c) Cable Programming Technology Manager	<b>Action</b>
<b>7. DISCUSSION ITEMS</b>	1. Quarterly Report to the Mayor and City Council Members 2. Vacancy List 3. Maintenance Worker I/II Recruitment	<b>Review</b>
<b>8. ADJOURNMENT</b>		